Instructions: CG Foundation & Vander Putten Education Grants Application

Block 1: Are you applying for CGFEG, VPEG or both?
- Check CGFEG if you have not applied for any CG Foundation grants in the current calendar year (CY) OR if you received less than $350 from earlier current CY CG Foundation grant requests.
- Check VPEG if total of all earlier grant requests from current CY plus this grant request exceeds $350.

Block 2: Enter $ amount of CGFEG or VPEG received in current CY.
If you already received CGFEG or VPEG grants in current CY, enter amount you received for each program.

Blocks 3 through 11: Self-explanatory

Block 12: Total points of last EER
Enter the total marks score for your last EER. Example: Ldrship: 40, Prof: 36, Perf: 39, Mil: 12 = 127.
DO NOT enter the SWE marks multiple from your PDE.

Block 13: Self-explanatory

Block 14: Command Endorsement
This endorsement is encouraged but not required for grant application.

Blocks 15 through 20: Command Information & Authorization
All command information plus signature of CO or Designated Authority is REQUIRED for grant application.

Blocks 21 through 26: Mailing Address for Grant Check
This information is used for mailing address of your check. Be sure all information is current and accurate. If this information changes prior to receipt of your grant check, notify the CG Institute of address change.

Itemized List of Expenses:
- Number each receipt to correspond with the **Item #** on the form.
- Enter description of expense for each receipt. General description is adequate such as textbook, lab etc.
- Enter amount requested for reimbursement from each receipt. Both actual cost and sales tax are eligible.

(a) SUBTOTAL:
If you fill out the form on a computer, the *SUBTOTAL* will calculate automatically. If you fill out the form by hand, total all receipts and write in *SUBTOTAL*.

(b) SEG Grant Benefits Received:
If you have received **SEG Grant Benefits** for any of the expenses claimed on this form, enter amount received.

(c) CGFEG or VPEG Grant Benefits Received:
If you have received **CGFEG or VPEG** funds in the current CY for any of the expenses claimed on this form, enter total amount received.

(d) Other Education Benefits Received:
If you have received other education benefits for any of the expenses claimed on this form, enter amount received.

(e) TOTAL Amount Eligible for Reimbursement:
If you fill out the form on a computer, the *TOTAL Amount Eligible for Reimbursement* will calculate automatically. If you fill out the form by hand, subtract the amounts of all other grant amounts received (SEG, CGFEG, VPEG or other) form the *SUBTOTAL* and write that amount in *TOTAL Amount Eligible for Reimbursement*.

(f) and (g) Enter TOTALS for CG Foundation Grant Request & Vander Putten Education Grant Request
How to calculate these two amounts:
You are eligible for a total of $850 each CY from both grants. The first $350 requested must come from the CGFEG. Once you have reached $350, the balance can be requested from the VPEG up to an additional $500.
Examples:

From **Block (e) TOTAL Amount Eligible for Reimbursement**	$500
From **Block 2 CGFEG and VPEG received in current CY**	$0
Enter in **Block (f) TOTAL CG Foundation Grant Request**	$350
Enter in **Block (g) TOTAL Vander Putten Education Grant Request**	$150
From **Block (e) TOTAL Amount Eligible for Reimbursement**	$500
From **Block 2 CGFEG and VPEG received in current CY**	$250
Enter in **Block (f) TOTAL CG Foundation Grant Request**	$100
Enter in **Block (g) TOTAL Vander Putten Education Grant Request**	$400
From **Block (e) TOTAL Amount Eligible for Reimbursement**	$900
From **Block 2 CGFEG and VPEG received in current CY**	$400
Enter in **Block (f) TOTAL CG Foundation Grant Request**	$0
Enter in **Block (g) TOTAL Vander Putten Education Grant Request**	$450